

## LAW DEPARTMENT

The Law Department provides legal counsel to the City Council, City Manager, and to all departments, boards, agencies, and commissions of the City. The legal staff represents the City in legal actions and prosecutes cases in Municipal Court. Other responsibilities include preparation of Ordinances and other legal instruments and issuance of legal opinions. The office administers a diversion program for first-time drunk driving offenders, prosecutes cases in Environmental Court and manages the Domestic Violence Program.

### Budget Highlights

The adopted 1994 budget shows an increase of \$79,900 over the 1993 adopted budget. The approved 1995 budget decreases \$4,760 from the adopted 1994 budget.

- The 1993 revised budget contains \$9,950 matching funds for a domestic violence Victim's Advocate Services grant from the State.
- Beginning in 1994, one-half of one Attorney's position (salary and employee benefits) will be charged to bonded capital projects, reflecting time allocation to the financial program.
- One part-time Attorney position's salary and employee benefits are charged to the Tort Liability Fund to offset the cost of an Attorney to handle small claims litigation against the City.
- One part-time Attorney position's salary and employee benefits are charged to the Self-Insurance Fund to offset the personnel expenses of handling workers' compensation and unemployment compensation litigation for the City.
- Passage of the victim's rights constitutional amendment and subsequent clarification legislation passed by the 1993 legislature will require the City to notify victims of certain crimes, and their families, of their right to be present at any public hearing. The adopted 1994 budget and the approved 1995 have each been increased \$42,920 to provide the additional clerical support, postage and office supplies necessary to comply with the new mandate.

### Budget Summary

	1992 Actual	1993 Adopted	1993 Revised	1994 Adopted	1995 Approved
Personal Services	960,635	946,400	966,050	1,002,160	996,850
Contractual Services	102,385	106,760	106,920	119,660	120,210
Commodities	11,706	11,350	12,430	17,590	17,590
Capital Outlay	0	0	0	0	0
Other	5,000	0	9,950	5,000	5,000
<b>TOTAL</b>	<b>1,079,726</b>	<b>1,064,510</b>	<b>1,095,350</b>	<b>1,144,410</b>	<b>1,139,650</b>

# CITY OF WICHITA 1994/95 ANNUAL BUDGET

**FUND: 110 - GENERAL**  
**DEPARTMENT: 04 - LAW**

	1992 ACTUAL	1993 ADOPTED	1993 REVISED	1994 APPROVED	1994 ADOPTED	1995 APPROVED
110 Regular Salaries	770,919	698,710	712,660	701,370	738,910	741,450
120 Special Salaries	2,400	70,180	74,340	70,180	74,340	74,340
130 Overtime	0	0	0	0	0	0
140 Employee Benefits	187,315	188,260	179,050	196,870	192,720	190,290
150 Planned Savings	0	(10,750)	0	(10,850)	(3,810)	(9,230)
<b>SUBTOTAL PERSONAL SERVICES</b>	<b>960,635</b>	<b>946,400</b>	<b>966,050</b>	<b>957,570</b>	<b>1,002,160</b>	<b>996,850</b>
210 Utilities	0	0	0	0	0	0
220 Communications	11,592	12,330	12,520	12,440	24,030	24,030
230 Transportation and Training	6,627	5,460	5,320	5,460	5,320	5,320
240 Insurance	50	0	100	0	100	100
250 Professional Fees	250	150	170	150	170	170
260 Data Processing	60,888	63,440	62,320	61,540	65,120	65,120
270 Equipment Contractuals	403	660	450	660	450	450
280 Building and Grounds Contractuals	0	0	0	0	0	0
290 Other Contractuals	22,575	24,720	26,040	24,890	24,470	25,020
<b>SUBTOTAL CONTRACTUAL SERVICES</b>	<b>102,385</b>	<b>106,760</b>	<b>106,920</b>	<b>105,140</b>	<b>119,660</b>	<b>120,210</b>
310 Office Supplies	11,226	10,880	11,680	10,880	16,840	16,840
320 Clothing and Towels	0	0	0	0	0	0
330 Chemicals	0	0	0	0	0	0
340 Equipment Parts	148	250	500	250	500	500
350 Materials	0	0	0	0	0	0
360 Equipment Supplies	0	0	0	0	0	0
370 Building Parts	0	220	250	220	250	250
380 Non-Capitalizable Equipment	0	0	0	0	0	0
390 Other Commodities	332	0	0	0	0	0
<b>SUBTOTAL COMMODITIES</b>	<b>11,706</b>	<b>11,350</b>	<b>12,430</b>	<b>11,350</b>	<b>17,590</b>	<b>17,590</b>
410 Land	0	0	0	0	0	0
420 Buildings	0	0	0	0	0	0
430 Improvements	0	0	0	0	0	0
440 Office Equipment	0	0	0	0	0	0
450 Vehicular Equipment	0	0	0	0	0	0
460 Operating Equipment	0	0	0	0	0	0
<b>SUBTOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
510 Interfund Transfers	5,000	0	9,950	0	5,000	5,000
520 Debt Service	0	0	0	0	0	0
530 Other Non-Operating Expenses	0	0	0	0	0	0
540 Other	0	0	0	0	0	0
<b>SUBTOTAL OTHER</b>	<b>5,000</b>	<b>0</b>	<b>9,950</b>	<b>0</b>	<b>5,000</b>	<b>5,000</b>
<b>TOTAL</b>	<b><u>1,079,726</u></b>	<b><u>1,064,510</u></b>	<b><u>1,095,350</u></b>	<b><u>1,074,060</u></b>	<b><u>1,144,410</u></b>	<b><u>1,139,650</u></b>

# CITY OF WICHITA 1994/95 ANNUAL BUDGET

**FUND: 110 - GENERAL**  
**DEPARTMENT: 04 - LAW**

The Law Department represents the City in all legal actions brought against the City or initiated by the City, including prosecution in the Municipal Court. The department investigates and makes recommendations on claims for damages filed against the City and provides legal counsel to the City Council, City Manager, departments, boards, agencies, utilities and commissions of the City. Other responsibilities are to draft and approve ordinances, resolutions, contracts, and other legal instruments, to render legal opinions as requested, and to provide legal assistance in labor relations, cable television matters, and the City's legislative program. The City Attorney is also charged with the responsibility of administering a domestic violence deferred prosecution program and a diversion program for DUI first-time offenders.

POSITION TITLE	POSITIONS			1994 EMPLOYMENT RANGE	1993 ADOPTED	1993 REVISED	1994 ADOPTED	1995 APPROVED
	1992 RVSD	1993 ADOPTED	1994 ADOPTED					
Director of Law & City Attorney	1	1	1	001	66,950	71,030	71,030	71,030
First Attorney	1	1	1	004	59,790	63,730	63,730	63,730
Senior Attorney	2	2	2	005	112,230	104,720	112,660	112,660
Attorney III	4	4	4	111	186,130	200,720	200,720	200,720
Attorney II	1	1	1	112	44,500	43,260	43,260	43,260
Diversion Program Coordinator	1	1	1	118	28,340	31,340	31,340	31,340
Assistant to the Director	1	1	1	115	30,160	30,910	30,910	30,910
Attorney I	3	3	3	115	90,470	87,970	92,730	92,730
Administrative Secretary	1	1	1	620/21	26,240	27,110	27,110	27,110
Legal Secretary	4	4	4	620	96,390	98,870	100,200	101,590
Secretary	1	1	2	618/19	20,970	21,380	42,200	43,090
<b>Subtotal</b>	<b>20</b>	<b>20</b>	<b>21</b>		<b>762,170</b>	<b>781,040</b>	<b>815,890</b>	<b>818,170</b>
<b>ADD: Longevity</b>					<b>3,850</b>	<b>3,560</b>	<b>3,830</b>	<b>4,090</b>
<b>Employee Compensation</b>					<b>2,870</b>	<b>0</b>	<b>21,630</b>	<b>21,630</b>
<b>Subtotal</b>					<b>768,890</b>	<b>784,600</b>	<b>841,350</b>	<b>843,890</b>
<b>LESS CHARGES:</b>								
Bond Projects					0	0	(30,500)	(30,500)
Tort Liability					(35,090)	(35,970)	(35,970)	(35,970)
Workers' Compensation and Unemployment Compensation					(35,090)	(35,970)	(35,970)	(35,970)
<b>Subtotal</b>					<b>698,710</b>	<b>712,660</b>	<b>738,910</b>	<b>741,450</b>
<b>Attorney (PT)</b>	<b>3</b>	<b>2</b>	<b>2</b>	<b>116</b>	<b>70,180</b>	<b>71,940</b>	<b>71,940</b>	<b>71,940</b>
<b>TOTAL</b>	<b>23</b>	<b>22</b>	<b>23</b>		<b>768,890</b>	<b>784,600</b>	<b>810,850</b>	<b>813,390</b>